

## The Importance of Accuracy in the PSIS Registration Module for Statewide Summative Testing

Accurate reporting of individual student demographic status at the time of summative testing in the Public School Information System (PSIS) Registration Module is the only way to ensure accurate reporting for the annual summative statewide test results. Administrators responsible for statewide student testing will need to work with their [District PSIS Coordinators](#) to ensure that accurate student information is being reported in the PSIS Registration Module. The PSIS Registration Module data informs the following systems:

- American Institutes for Research's (AIR) Test Information Delivery Engine (TIDE);
- Data Recognition Corporation's (DRC) INSIGHT System; and
- The College Board data system.

The District PSIS Coordinator should make all changes to student enrollment and demographic information directly into the PSIS Registration Module.

During the summative test window, changes will appear in Test Information Distribution Engine (TIDE) and in the DRC INSIGHT test delivery system the day after these changes are made in the PSIS Registration Module for all of the following statewide tests:

- LAS Links;
- Next Generation Science Standards (NGSS) Assessment;
- Smarter Balanced;
- Connecticut Alternate Assessment (CTAA) in English language arts and mathematics; and
- Connecticut Alternate Science (CTAS).

It is also important to keep these fields updated for the Connecticut SAT School Day in order to generate appropriate student rosters and student labels, and for accurate final reporting.

The following seven fields are available in the PSIS Registration Module:

- **Special Education (SPED) Status;**
- **Free and Reduced Lunch (FRL) Status;**
- **English learner (EL) Status;**
- **Military Family;**
- **Homeless;**
- **Recently Arrived EL; and**
- **Section 504 Status.**

These seven fields in the PSIS Registration Module must reflect the student's status at the time of testing.

### Screenshot of the Seven Fields in the PSIS Registration Module

Spring 2019 CT Testing Demographic Status  
Only available during testing.  
EL, Special Education, and Section 504 required for K - 12 during LAS Links; all required for 3 - 8 and 11 during CT Comprehensive Assessments.

English Learner (EL):	No	Recently Arrived EL:	No	Military Family:	No
Special Education:	No	Section 504:	No		
Free/Reduced Lunch Eligible:	Free	Homeless:	00 - Not homeless		

These seven fields in the PSIS Registration Module must reflect the student's status at the time of testing. The first five fields have been populated in the PSIS Registration Module using the October PSIS Collection Freeze Zero data (i.e., freeze file from the collection generated in November 2018). The last two fields (Recently Arrived EL and Section 504 Status) appear in the PSIS Registration Module, but could not be prepopulated from Freeze Zero because these fields do not exist in the PSIS October collection; they are necessary and must be updated in the PSIS Registration Module for testing and reporting purposes.



If the status of any of the first five fields changes from the value reported in the October PSIS Collection Freeze Zero, or if the student being tested was not in the PSIS October Collection Freeze Zero, the District PSIS Coordinator **must** update the student's record in the PSIS Registration Module. The data from the PSIS Registration Module are updated on a nightly basis in both TIDE and DRC's INSIGHT System.

**The state relies on districts to provide accurate reporting of these demographic fields at the time of testing.**

These student demographic values will initially be saved, and a snapshot of the PSIS will be taken on March 8, 2019. This first snapshot will be used for the LAS Links assessment. The student demographic values can still be adjusted after this date.

However, student demographic fields will be locked on June 7, 2019, which is the last day of the Smarter Balanced summative test window. This second snapshot will be used for all other state summative assessments, (i.e., Smarter Balanced, CTAA and CTAS, Connecticut SAT School Day, and NGSS Assessments), so final corrections to a student's status at the time of testing must have been made by June 7, 2019.

Please also note that in order to enter accommodations in TIDE, students must be identified as Special Education or Section 504 in the PSIS Registration Module. Similarly, in order to be allowed to administer the LAS Links test on the DRC INSIGHT system, a student must be identified as an English learner in the PSIS Registration Module.

The state relies on districts to provide accurate reporting of these demographic fields at the time of testing because these data are used for public and secure reporting of statewide test results, and are part of Connecticut's Next Generation Accountability System.

### **A Special Note for PSIS Data Entry In Cases of Special Education**

In the registration module you will see the Special Education field.

**Spring 2019 CT Testing Demographic Status**  
Only available during testing.  
EL, Special Education, and Section 504 required for K - 12 during LAS Links; all required for 3 - 8 and 11 during CT Comprehensive Assessments.

English Learner (EL):	<input type="text" value="No"/>	Recently Arrived EL:	<input type="text" value="No"/>	Military Family:	<input type="text" value="No"/>
Special Education:	<input type="text" value="No"/>	Section 504:	<input type="text" value="No"/>		
Free/Reduced Lunch Eligible:	<input type="text" value="Free"/>	Homeless:	<input type="text" value="00 - Not homeless"/>		

The PSIS Registration Module needs to also show the date the Nexus District became fiscally responsible for the special education costs for the student. This can be found in the PSIS under the heading "Latest Nexus District Information."

### **Latest Nexus District Information** (Req'd for Special Ed, Service Plan and SEDAC-G)

Nexus District: (none/not applicable)

[View/Edit/Add Nexus Data and History](#)

Nexus District Entry Date:

Nexus District Exit Date:

For purposes of this field, please report the date in the Registration Module that the parent signed the individualized education program (IEP) for the initial consent for special education placement (ED626).

**Contact the Student Assessment Office at  
860-713-6860 or [ctstudentassessment@ct.gov](mailto:ctstudentassessment@ct.gov) if you have any questions.**

